



Cool Kids & Combo Sport Camps 2010

Parent Information Packet



Thank you for choosing the City of Morgan Hill **Cool Kids & Combo Sport Camps 2010** for your child's summer vacation activity. Our program is designed to provide a friendly, caring environment in which children are encouraged to develop social, creative, team player and interpersonal skills through a variety of structured and unstructured activities. Please read through this information carefully and keep it for your reference. Additionally, **please complete and return all the required forms, located at the end of this packet. Please submit all these forms the Friday prior to the camp's start date.** The forms are: (1) Emergency/Medical Release & Allergy Information Form, (2) Drop-off / Pickup Authority Form, (3) Swim Permission Form, and (4) Field Trip Permission Form.

COOL KIDS & COMBO SPORT CAMP HOURS OF OPERATION & DETAILS

Full Day Camp: Monday - Friday, 9:00 am - 4:00 pm

***Optional - Extended care hours:** morning, 7:30 am - 9:00 am, and evening, 4:00 pm to 6:00 pm. Extended Care hours are **NOT** included in the camp fee, but if your child is not picked up by 6:00 pm, you will be charged an **extra \$5** for every 5 minutes past 6:00 pm.

CAMP WEEKS:

Week 1: Jun 7-11, **Week 2:** Jun 14-18, **Week 3:** Jun 21-25, **Week 4:** Jun 28-Jul 2, **Week 5:** Jul 5-9, **Week 6:** Jul 12-16, **Week 7:** Jul 19-Jul 23, **Week 8:** Jul 26-30, **Week 9:** Aug 2- 6, **Week 10:** Aug 9-13

CAMP LOCATIONS:

Mondays, Wednesdays & Fridays: Centennial Recreation Center (CRC), 171 West Edmundson

Phone #: 408.782.2128. Friday's field trips departure time will be announced in the week schedule.

Tuesdays & Thursdays: **AM**-the Aquatics Center (AC), 16200 Condit Rd., (between Dunne Ave. & Tennant Ave.). Phone #: 408.782.2134 and **PM**-Outdoor Sport Center (OSC), 16500 Condit Rd.

**Camp Specialist can be reached at the Recreation
cell #: 408.425-3050 between 7am and 6pm.**

CAMP FEE INCLUDES:

Supplies and material for all games and activities, field trip transportation and admission fee for field trip destination, a shirt (maximum of 3 shirts for the entire summer per camper), friendly, energetic and well trained recreation staff, who will provide a great day of fun activities.

One Week/Full Day Camp Fee:

Resident: \$195 / CRC Member \$185

Non Resident: \$205 / CRC Member \$195

\$15 discount for siblings

***Optional Extended Care Hours Fee:**

Resident: \$65 / CRC Member \$60

Non Resident: \$75 / CRC Member \$70

Late pick up fee: \$5 for every 15minutes past 6pm per child.

Cool Camp Age:

Explorers 4½-6yrs
Adventurers 7-10yrs

Sport Camp Age:

Rookies 7-8yrs
All Pros 9-12yrs

SIGN IN-OUTS AND RELEASING CHILDREN

For your child's protection, we request that all participants are signed *IN* and *OUT* of the program each day by their parents or legal guardian. Please do not drop them off at the street. Only those authorized by you, in writing on the enclosed form, will be permitted to pick up your child. Any persons picking up a child should be prepared to show a valid form of identification and her/his name should be on the Drop-off/Pickup Authorization Form. All requests for other dismissal procedures must be made in writing, in advance. Please let everyone on your list know they must show a Photo ID so they will be prepared. It is imperative that you advise us of any volatile situations we should be aware of regarding people who are not allowed to pick up your child.

LATE FEES

Our program ends each day at 6:00 pm. Please pick your child up on time. There will be a \$5.00 charge per every five minutes after 6:00 pm. Please phone the program site if you are going to be late. If we do not hear from you by 6:00 pm, we will attempt to contact individuals listed on the release form.

CLOTHING

We ask that all children wear closed-toe shoes with rubber soles and comfortable play clothes each day so they may participate in all of the activities. Please label all clothing, lunch boxes and backpacks with your child's name (first and last). On field trip days, please send a jacket/sweatshirt with your child. We recommend that your child wear the Cool Kids t-shirt every day, but it is required on Fridays for the field trips. This is to ensure we can easily identify them, and keep them safe. Please refer to appropriate attire on the days listed below under "Field Trips". Additional Cool Kids Summer Camp t-shirts are available for sale for \$12 each. We may have water activities everyday (check the weekly schedule of activities for details); your child will need proper swim attire, towel, water shoes (recommended) and sunscreen. NO Sandals. We encourage the parents to put sunblock on their children before arriving to camp on daily basis. Please put all items in a backpack. The City of Morgan Hill is NOT responsible for any lost or stolen items.

SNACKS AND ALLERGIES

Please make sure your child eats breakfast each day prior to arriving at the program. Each child must bring her/his own morning and afternoon snacks, a sack lunch, and her/his favorite drink each day. Notify us immediately if your child has any dietary restrictions. It is IMPERATIVE that the Emergency Medical Release & Allergy Information Forms (attached) are completed entirely. For the safety of all participants please DO NOT provide any food or snack that contains peanuts, milk, fish, eggs, soy & wheat ingredients. The camp sites do not supply microwaves and ovens, so please do not include snacks or lunches that require heating or preparation. If your child would like an additional snack, they may bring their own money to spend at the sites. We suggest \$5.00 per day at the CRC and \$8 at the Aquatics Center only to spend at the sites' snack bar and vending machines. \$10 is recommended for field trips. The recreation staff is not responsible for holding onto or securing snack money for any camper.

ABSENCES, ATTENDANCE, AND ILLNESS

For your child's safety and the safety of other children please do not send your child to camp if he/she is ill. If your child will be absent, please notify the program site before 9:00 am, so that we will know not to expect him/her. Recreation Staff will **not** call to check on children who do not arrive at the program. There will be no refunds or substitutions for missed days due to illness or other reasons. If your child becomes ill at the program site, we will notify you or if we can't reach you we will contact your emergency contact, to come and take the child home. Children must be picked up if any of the following conditions are observed or suspected by staff:

1. Oral or forehead temperature over 100 degrees F.
2. If the child complains about severe headache not caused by a fall.
3. Shows symptoms of having a communicable or infectious disease (lice, chicken pox, measles, mumps, etc.)
4. Vomiting or diarrhea (within last 24 hours)
5. Injury which may require medical attention.

Please notify the site or off-site supervisor if you child is diagnosed with a communicable or an infectious disease.

Any minor injury (scrape, bump, etc.) will be handled at the site and you will be informed of the incident when you arrive to pick up your child. If your child has an injury requiring emergency medical action, it will be provided immediately and you will be notified as soon as possible. Please remember to update your child's Emergency/Attendance Information if there are any changes during the summer.

MEDICATION DURING THE CAMP DAY

Staff will NOT administer any medications during camp hours. For special needs, please contact the Camp Specialist with a completed, signed medication consent form (Emergency Medical Release & Allergies Information Form attached).

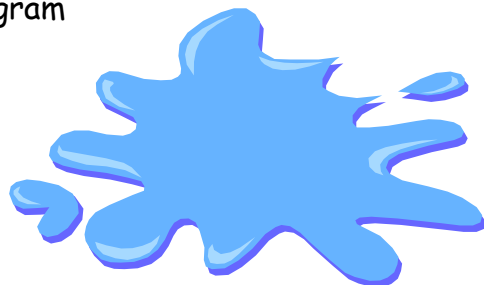


DISCIPLINE AND RULES

We strive to maintain consistent disciplinary procedures at all Cool Kids Summer Camp Program. In the event of a behavioral problem, staff members will first discuss the situation with the child and determine corrective action. Continued instances of disruptive behavior may require a more formal discussion with a parent. We reserve the right to discontinue participation by any child due to behavioral problems. Please take time to discuss these rules with your child as well as familiarize yourself with them before they attend this program

Program Rules:

1. NO Fighting
2. NO Hitting
3. NO Pushing
4. NO Teasing
5. NO Put downs
6. NO Name calling
7. NO Throwing of stones or other objects.
8. OBEY and RESPECT Recreation Staff, participants and their property.



9. Respect all equipment
10. Walk when indoors
11. Keep your body parts to yourself
12. Use appropriate language
13. Be honest
14. Stay with the group/ No leaving the group for any reasons
15. Respect the environment. Put trash in garbage cans in garbage dispensers.
16. If you take things out, put them back when you are finished. Help clean up.
17. Please keep jewelry or any valuables, trading cards, toys, and electronics such as: portable walkmans, Discman players, game-boys, etc., at home.

Additional rules specific to each site may be added to this list. Rules and expectations of behavior will be discussed with the group at the beginning of each camp week. There will be NO refunds if your child is suspended or expelled from the program.

SPORTS CAMP SUGGESTIONS

- Bring own water bottles (easy to refill)
- Wear shorts or comfortable clothes
- Don't bring big watches, bracelets, ear rings, rings or necklaces
- Don't wear metal or hard plastic hair clips

AT THE AQUATICS CENTER (AC) & CENTENNIAL RECREATION CENTER (CRC), INDOOR POOL

Flotation devices are not allowed, but lifejackets will be available on a first come first served basis for use in the instructional & recreational pool only. Lifeguards will be provided to supervise all water activity. Swim test will be provided by the Aquatics Lifeguards for the Competition Pool only at the AC. All swimmers in the competition pool must be at least 9 years of age or older and have passed the swim test. Swimmers under the age of 9 must be able to pass the swim test with a proficient skill. When a child passes the swim test, they will receive a bracelet that allows them to use the Competition Pool. Children using the Recreation Pool, the Instructional Pool, or the Water Slide DO NOT need to take the swim test. Children are not required to swim. (Swim permission form attached.)



AC POOLS INFORMATION

Recreation Pool & Slide Catch area: Depth: 0 - 3.6 ft.

Instructional Pool: Length: 25 yards Depth: 3.6 - 4.6 ft.

Competition Pool: Length: 50m x 25m Depth: 6.7 to 13 ft.

Water slides: children need to be 48 inches or taller to ride the large slides.

Pool rules are posted in the Aquatic Center building near the pools. The recreation leaders will go over the rules with the children before they get in the pool.

CRC, INDOOR POOL INFORMATION

Campers will not be required to take the swimming test in the CRC Indoor Pool. **Recreation Pool & Slide Catch area:** Depth: 0 - 5 $\frac{1}{2}$ ft. **Water slides:** children need to be 48 inches or taller to ride the large slide. Pool rules are posted near the pool. The recreation leaders will go over the rules with the children before they get in the pool.

FIELD TRIPS (optional)

Weekly trips are listed below. Specific site activity calendars describe daily activities and will be available from the recreation staff each week. Below are the field trips as currently scheduled. These trips and events are all scheduled on Fridays. Additional local trips may be added to the schedule. **Children are required to wear their camp t-shirts on field trip days for safety reasons.** Transportation for these activities may be provided by the school district or a private organization.



<u>Camp Date</u>	<u>Field Trip Date</u>	<u>Location</u>
Week 1- Jun 7- 11	Friday 11	Morgan Hill Community Park*
Week 2- Jun 14-18	Friday 18	Golfland San Jose Mini Golf Park
Week 3- Jun 21-25	Friday 25	Discovery Museum
Week 4- Jun 28-Jul 2	Friday 2	Beach Day at the Santa Cruz Boardwalk
Week 5- Jul 5-9	Friday 9	Morgan Hill Community Park*
Week 6- Jul 12-16	Friday 16	San Jose Skate & pump it up!
Week 7- Jul 19-23	Friday 23	Aqua Adventure Water Park- Fremont
Week 8- Jul 26-30	Friday 30	San Jose Tech Museum & Imax - Star Trek
Week 9- Aug 2-6	Friday 6	Happy Hollow Zoo
Week 10- Aug 9-13	Friday 13	Morgan Hill Community Park*

*Meets at the park.

ABOUT OUR CAMP STAFF

All recreation staff are finger printed, drug and TB tested. All recreation staff is trained in CPR and First Aid. They have participated in mandatory training, including camp safety, behavior guidance, asset development, child abuse prevention, positive discipline, program leadership and emergency procedures. They are energetic and love working with children. Staff to child ratio is 1:8 at the local sites, and 1:4 to 1:6 for field trips.

MOST OFTEN ASKED QUESTIONS

HOW CAN I SIGN UP MY CHILD FOR CAMP?

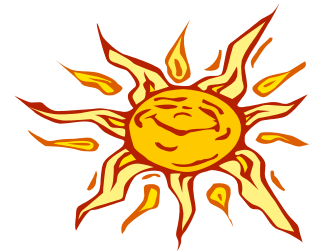
You may sign-up for as many weeks as you wish, but you must register at least 1 to 2 week prior to the camp's start date. You have options! You may sign up in person at the Morgan Community and Cultural Center (CCC), Centennial Recreation Center (CRC) and the Aquatics Center (AC), over the phone, mail or fax your completed registration form to the CCC fax# 408-779-5450 and CRC fax# 778-8286 or sign up online www.active.com/browse/morganhill

REFUNDS

- If you provide a written request to withdraw 7 days prior to the start date, the city will refund the full amount. Once the camp begins we will not be unable to refund any portion of your fee. A full refund is granted if the program is canceled by the Morgan Hill Recreation Department. A \$17 fee will be charged on all returned checks. Special cases will need to be discussed with the Camp Specialist.
- **NO** refunds or substitutions for missed days due to illness or other reasons.
- **NO** refunds if your child is suspended or expelled from the program.
- **NO** refunds for any participants who dropped out of the program for any reason or circumstance.

Our Recreation Leaders and off-site Supervisors are readily available to discuss questions or concerns with you. We ask that you first talk with the Camp Specialist at your child's program location. If additional clarification is needed, the Recreation Leaders can refer you to their off-site Recreation Coordinator. Communication with you is the key to our ability to meet your child's needs and provide an outstanding summer program. We always encourage parents to share with us any feedback they have about the camps. Please let us know what's going well and what we could improve on. Please make sure to submit the Cool Kids Evaluation Form to the camp counselors at the end of each camp week. All personal information shared with Camp personnel will be kept confidential. We look forward to a great summer with you and your child!

Sincerely,



Chiquy Mejía
Recreation Coordinator
408-782-2128 * 830

Abel Gutierrez
Recreation Coordinator
408-782-2128*806

Chris Ghione
Recreation Manager
408-782-2128*801



Cool Kids & Combo Sport Camps 2010

Emergency/Medical Release & Allergy Information Form

Child's Name _____

Date of Birth ____ / ____ / ____ Age ____

Address _____

Mother's Name _____ Phone (day) _____

(eve) _____ (cell) _____

Father's Name _____ Phone (day) _____

(eve) _____ (cell) _____

Legal Guardian _____ Phone (day) _____

(eve) _____ (cell) _____

Alternative Emergency Information

Name	Phone	Relationship
1. _____		
2. _____		

Information Required by State Law

Physician's Name _____

Health Insurance Co: _____

Policy Number: _____

Family Physician: _____

Phone: _____

Family Dentist: _____

Phone: _____

Medical History – Past or Present

Asthma _____ Yes _____ No

Heart Defect _____ Yes _____ No

Recent Hospitalization _____ Yes _____ No

Currently under Dr. care _____ Yes _____ No

Seizures _____ Yes _____ No

Diabetes _____ Yes _____ No

German measles _____ Yes _____ No

Other Diseases or Conditions _____

ADD/ADHD _____ Yes _____ No

Head Lice _____ Yes _____ No

Sleep Walking _____ Yes _____ No

Tuberculosis _____ Yes _____ No

Chicken Pox _____ Yes _____ No

Measles _____ Yes _____ No

For each **YES**, please explain: _____

ALLERGIES

Please check:

Hay Fever	___ Yes ___ No	Bee Stings	___ Yes ___ No
Oak/Ivy Poisoning	___ Yes ___ No	Penicillin	___ Yes ___ No
Peanuts	___ Yes ___ No	Tree Nuts	___ Yes ___ No
Milk	___ Yes ___ No	Eggs	___ Yes ___ No
Wheat	___ Yes ___ No	Soy	___ Yes ___ No
Animals (cats, dogs, etc)	___ Yes ___ No	Other	___ Yes ___ No

For each **YES**, please explain: _____

Does your child have any handicap or other specific concern we should be aware of? _____

Parent/Guardian

Print Name: _____

Signature _____

Relationship: _____

Date _____

RETURN



Cool Kids & Combo Sport Camps 2010

Drop-off/Pickup Authority Form

Name of Camper: _____ Age: _____

Extended Care hours are available from 7:30 a.m. to 9 a.m. & 4 p.m. to 6 p.m. for additional fee.

Extended Care Requested

Select Registered Weeks	Morning		Afternoon	
Week 1 _____	YES	NO	YES	NO
Week 2 _____	YES	NO	YES	NO
Week 3 _____	YES	NO	YES	NO
Week 4 _____	YES	NO	YES	NO
Week 5 _____	YES	NO	YES	NO
Week 6 _____	YES	NO	YES	NO
Week 7 _____	YES	NO	YES	NO
Week 8 _____	YES	NO	YES	NO
Week 9 _____	YES	NO	YES	NO
Week 10 _____	YES	NO	YES	NO

How should your child's program departure be handled at the end of the day period?

_____ My child is to be picked up ONLY by a parent

_____ My child can be picked up by authorized persons listed below

The following people have my permission to pick up my child from this City of Morgan Hill Cool Kids Summer Camp Program:

Name _____ Relationship _____

Circle one:

(Day/Evening) Phone _____ Cell Phone _____

Name _____ Relationship _____

Circle one:

(Day/Evening) Phone _____ Evening Phone _____

In the event of an emergency, we will NOT allow your child to check him/herself out. We will care for your child until you or another adult named above arrives to proceed with checkout.

Parent/Guardian

Print Name: _____ Signature _____

Relationship: _____ Date _____ **RETURN**



Cool Kids & Combo Sport Camps 2010

Swim Permission Form

To provide a safe and enjoyable swimming experience for your child, lifeguards will be on duty to supervise all water activities.

My child _____ is: _____ allowed
(Name of camper)

_____ not allowed
to participate in camp swimming at the Morgan Hill Aquatics and Centennial Recreation Center Pools.

How would you rate your child's swimming ability?

Non-Swimmer Novice/poor Swimmer Fair Swimmer Excellent Swimmer Don't Know

Has your child had swimming lessons? YES NO
If so, what level? (Check all that apply)

Beginner _____ Advanced Beginner _____ Intermediate _____ Advanced _____

Any other comments or information pertaining to swimming and water skills: _____

The following section, please indicate any medical problems that would affect your child's ability to participate in swimming activities: _____

Parent/Guardian

Print Name: _____

Signature _____

Relationship: _____

Date _____

RETURN



Cool Kids & Combo Sport Camps 2010

Field Trip Permission Form

I/We, the undersigned, parent(s) or legal guardians of for _____, a minor, do hereby give my permission to participate in all field trips and special event programs planned as part of the Cool Kids Summer Camp in which this child is a participant. I hereby absolve the City of Morgan Hill, its employees and officers, from all liability which may arise as the result of participation in the above program.

I acknowledge that on the days field trips will be held, there will be no supervision provided at the Cool Kids Summer Camp site(s) during the time period of the off site trip.

Please mark the field trips below that your child will be attending:

Fridays/ Field Trips: we will meet at the Centennial Recreation Center (CRC), 171 W. Edmundson Ave. Field Trips departure time will be announced in the week schedule.

<u>Attending:</u>	<u>Camp Weeks:</u>	<u>Field Trips Dates:</u>	<u>Field Trips Locations:</u>
_____	Week 1- Jun 7- 11	Friday 11	MH Community Park*
_____	Week 2- Jun 14-18	Friday 18	Golfland SJ Mini Golf Park
_____	Week 3- Jun 21-25	Friday 26	Discovery Museum
_____	Week 4- Jun 28-Jul 2	Friday 2	Beach Day at the SC Boardwalk
_____	Week 5- Jul 5-9	Friday 9	MH Community Park*
_____	Week 6- Jul 12-16	Friday 16	San Jose Skate & Pump it up!
_____	Week 7- Jul 19-23	Friday 23	Aqua Adventure Water Park- Fremont
_____	Week 8- Jul 26-30	Friday 30	SJ Tech Museum & Imax – Star Trek
_____	Week 9- Aug 2-6	Friday 6	Happy Hollow Zoo
_____	Week 10- Aug 11-13	Friday 13	MH Community Park*

*Meets at the park.

Parent/Guardian

Print Name: _____

Signature _____

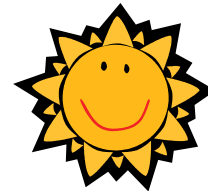
Relationship: _____

Date _____

RETURN



171 W. EDMUNDSON AVE MORGAN HILL CALIFORNIA 95037
(408) 782-2128



Summer Camps 2010

PARENTS CAMP EVALUATION FORM

(Please submit this evaluation on the last day of camp)

Your input is really important to us in order to improve this program for next week/year. Please take a few minutes to complete this Evaluation Form. Thank you for your support.

Parent's Name (optional) _____ Phone number (optional) _____

Circle one program : Cool Kids or Combo Sport Camp

Have you been to Cool Kids Summer Camp before? Yes No

Evaluate items as follows:

5 = Outstanding / Excellent

3 = Met my expectations

1 = Deficient

4 = Exceeds my expectations

2 = Needs some improvement

N/A = Not applicable

Safety 5 4 3 2 1 N/A Comments: _____

Games 5 4 3 2 1 N/A Comments: _____

Arts & Crafts 5 4 3 2 1 N/A Comments: _____

Sport Activities 5 4 3 2 1 N/A Comments: _____

Daily Activities overall 5 4 3 2 1 N/A Comments: _____

Full Time Counselor 5 4 3 2 1 N/A Comments: _____

Camp AM AS* 5 4 3 2 1 N/A Comments: _____

Camp PM AS* 5 4 3 2 1 N/A Comments: _____

*Assistant Specialist

Camp Specialist 5 4 3 2 1 N/A Comments: _____

Communication between staff and campers 5 4 3 2 1 N/A Comments: _____

Communication between staff and parents 5 4 3 2 1 N/A Comments: _____

Child's Enjoyment 5 4 3 2 1 N/A Comments: _____

Facilities CCC/CRC/OSC:

Community & Cultural Center 5 4 3 2 1 N/A Comments: _____

Centennial Recreation Center 5 4 3 2 1 N/A Comments: _____

Outdoor Sport Center 5 4 3 2 1 N/A Comments: _____

Aquatics Center 5 4 3 2 1 N/A Comments: _____

Overall Program Quality 5 4 3 2 1 N/A Comments: _____

Registration

On-line 5 4 3 2 1 N/A Comments: _____

Walk-in 5 4 3 2 1 N/A Center: _____ Comments: _____

Over the phone 5 4 3 2 1 N/A Center: _____ Comments: _____

Would you attend to the Summer Camp 2009? Yes _____ No _____

Comments: _____

Do you have any additional suggestions in order to improve this camp? (Please use the back of this evaluation for any additional comments)

Thank you for your support!

